

Supervising Air Quality Engineer

Department of Consumer Affairs

Training and Experience Evaluation Preview

“This is only a **preview** of the exam questions. To take the actual exam, please refer back to the bulletin and click on the “**Click here to go to the Internet Exam**” link at the bottom of the bulletin.

The California civil service selection system is merit-based, and eligibility for appointment is established through a formal examination process. The Department of Consumer Affairs Supervising Air Quality Engineer examination consists of a Training and Experience evaluation used to evaluate your education, training and experience.

This Training and Experience evaluation is a scored component accounting for 100% of your rating in this examination. It is important to complete the questionnaire carefully and accurately. Your responses are subject to verification before appointment to a position.

Section 1: Task Ratings

Instructions:

Using the rating scales provided below, you will rate your experience performing specific job-related tasks.

Respond to each of the following statements by indicating how the statement applies to you. You are required to respond to every statement by marking one option from the scale(s) provided.

In responding to each statement, you may refer to your FORMAL EDUCATION, FORMAL TRAINING COURSES, and WORK EXPERIENCE whether paid or volunteer.

ITEM #	<p>Years of experience I have performed this task for:</p> <ul style="list-style-type: none">More than 5 yearsMore than 3 years and up to 5 yearsMore than 1 year and up to 3 yearsMore than 6 months and up to 1 year0 to 6 months <p>Knowledge related to performing this task:</p> <p>Extensive Knowledge I possess an expert knowledge level to the extent that I could effectively perform this task in the most difficult and complex situations; and I could instruct others on specific aspects of this task.</p> <p>Substantial Knowledge I possess an advanced knowledge level to the extent that I could effectively perform this task under the majority of circumstances or situations encountered.</p> <p>Moderate Knowledge I possess a sufficient knowledge level that would allow me to perform this task successfully in routine situations.</p> <p>Limited Knowledge I have some knowledge of how to perform this task, but may require additional instruction to apply my knowledge effectively.</p> <p>No Knowledge I have no knowledge of how to perform this task or what it may entail.</p>
1	Advising and making policy recommendations to upper management and various agencies regarding air quality research and/or vehicle emissions testing analysis.
2	Building and maintaining relationships with various departments/agencies and outside stakeholders relative to air quality and/or vehicle emissions testing issues.

ITEM #	<p>Years of experience I have performed this task for: More than 5 years More than 3 years and up to 5 years More than 1 year and up to 3 years More than 6 months and up to 1 year 0 to 6 months</p> <p>Knowledge related to performing this task:</p> <p>Extensive Knowledge I possess an expert knowledge level to the extent that I could effectively perform this task in the most difficult and complex situations; and I could instruct others on specific aspects of this task.</p> <p>Substantial Knowledge I possess an advanced knowledge level to the extent that I could effectively perform this task under the majority of circumstances or situations encountered.</p> <p>Moderate Knowledge I possess a sufficient knowledge level that would allow me to perform this task successfully in routine situations.</p> <p>Limited Knowledge I have some knowledge of how to perform this task, but may require additional instruction to apply my knowledge effectively.</p> <p>No Knowledge I have no knowledge of how to perform this task or what it may entail.</p>
3	Directing and reviewing the work of contractors performing research and analysis on the vehicle inspection program or performing vehicle inspection operational services.
4	Overseeing the preparation and execution of various reports and studies pertaining to air quality and/or vehicle inspection research or analysis.
5	Directing the work of staff consisting of subordinate engineers and engineer student assistants engaged in activities related to the testing and certification of emissions test equipment.
6	Establishing processes and controls to ensure timely completion of engineering and research staff work and projects.
7	Implementing air quality/vehicle inspection program elements and enhancements necessary to accomplish the goals set forth by the legislature to meet the requirements established by the Clean Air Act.
8	Directing complex air quality research and/or vehicle inspection program projects to ensure projects are properly managed.
9	Directing the development and implementation of an employee-safety training program, related to the laboratory, automotive testing environment and on-road vehicle emissions testing programs to ensure the safety of employees and licensees.

Section 2: KSA Ratings

Instructions:

Using the rating scale provided below, you will rate your experience in accordance to specific job-related knowledge and abilities.

Respond to each of the following statements by indicating how the statement applies to you. You are required to respond to every statement by marking one option from the scale(s) provided.

In responding to each statement, you may refer to your FORMAL EDUCATION, FORMAL TRAINING COURSES, and WORK EXPERIENCE whether paid or volunteer.

ITEM #	Years of experience I have applied this knowledge or ability for: More than 5 years More than 3 years and up to 5 years More than 1 year and up to 3 years More than 6 months and up to 1 year 0 to 6 months
10	Knowledge of the provisions of the Vehicle Inspection and Maintenance Program and related laws and regulations.
11	Knowledge of use and operation of automotive emissions measuring devices, and methods of testing automotive equipment.
12	Knowledge of research techniques, including the planning of studies and investigation, determining of variables, and developing of reference materials, to support program objectives and operational needs.
13	Knowledge of the principles of program management and personnel administration to ensure agency objectives are met.
14	Ability to prepare clear, complete, and technically accurate reports related to air quality and/or vehicle emissions programs.
15	Ability to communicate the results and implications of air quality and/or vehicle emissions studies to non-specialists.
16	Ability to effectively promote equal employment opportunity and maintain a work environment that is free of harassment and discrimination.
17	Ability to understand, interpret and apply laws and regulations pertaining to motor vehicle emissions control.

ITEM #	Years of experience I have applied this knowledge or ability for: More than 5 years More than 3 years and up to 5 years More than 1 year and up to 3 years More than 6 months and up to 1 year 0 to 6 months
18	Ability to apply appropriate research and analysis techniques to perform studies and investigations to develop and evaluate vehicle emission test procedures and to evaluate the effectiveness of air quality programs.
19	Knowledge of the vehicle emission control technology and emissions related diagnosis and repair procedures.